

X	Required Documents and Order - Ascending (bottom to top)
	Copy, Purchase Agreement
	Copy, Preliminary Title Report - (Not required for commitment case file)
	Copy, Deed of Trust
	Copy, HUD-1 Settlement Statement - confirm no cash to borrower other than personal
	contribution.
	Copy, Guarantee Fee Check
	Copy, Form RD 1951-60, "Field Office Remittance Reconciliation Report"
	Copy, Form RD 451-2, "Schedule of Remittance"
	Copy, Form RD 1980-17, "Loan Note Guarantee" - conformed copy.



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	Existing Home
	☐ Valuation Condition (VC) Sheet - Form HUD 92564-VC
	☐ Thermal Standards
	☐ Termite and Dryrot Report/Clearance
	☐ Well - flow test; local health authority clearance
	☐ Septic - inspection/clearance
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Ш	New Construction
	Building Permit
	☐ Footing Inspection
	Framing Inspection
	☐ Final Inspection
	☐ Builders Warranty - 1 year
	New Construction - Manufactured Housing
	☐ Contract with approved dealer-contractor (unit + development)
	☐ Building Permit
	☐ Footing Inspection
	☐ Framing Inspection - if applicable
	☐ Final Inspection
	☐ Builders Warranty - 1 year
	Dealer-Contractor Certification
	☐ Appraiser Certification
	\square 400 Series Forms, <i>as applicable</i> - when land is a separate contract from unit and
	development and construction > \$10,000:
	Form 400-1, "Equal Opportunity Agreement" - executed by applicant(s).
	Form RD 400-3, "Notice to Contractors and Applicants" - RD provides to
	contractor, along with non-discrimination poster.
	Form 400-6, "Compliance Statement" - to be executed by contractor.
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Ш	Lender Certifications - as applicable



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	Copy, Insurance Policy/Endorsement - (Not required for commitment case file)



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	Appraisal - URAR with original photographs
	☐ Valuation Sheet (VC) can be attached to appraisal
	☐ Thermal inspection can be attached to appraisal
	Form RD 1922-15, "Administrative Review for SFH"
	☐ Condition of property?
	☐ Floodplain?
	☐ Well? - flow/test required (no hand dug wells or springs)
	☐ Septic? - test/inspection required
	☐ Age of house > 50 years? - SHPO required
	☐ Lot value > 30% - further waiver required